

# SLIP CANCELLATION

Dear Marina Agent III:

Slip # \_\_\_\_\_ Permit # \_\_\_\_\_

I hereby request cancellation of my slip and permit effective the end of the month of

\_\_\_\_\_ 20\_\_\_\_\_.

I agree to pay my last month rent, my security deposit will be returned (less damage or loss) after my keys and parking stickers have been returned, and my slip has been checked for damage.

## \*\*\* IMPORTANT \*\*\*

**NOTICE OF CANCELLATION MUST BE RECEIVED IN WRITING BY THE FIFTH (5<sup>TH</sup>) DAY OF THE CALENDAR MONTH TO BE EFFECTIVE ON THE LAST DAY OF THAT MONTH. CANCELLATIONS RECEIVED AFTER THE FIFTH WILL BE APPLIED TO THE END OF THE FOLLOWING MONTH.**

**SECURITY DEPOSIT:** The slip fee deposit held by the Marine Bureau is designated as a Security Deposit. As a result, cancellation of a permit will require the payment of the last month's slip fee. The security deposit will be returned to the permittee, less any damages noted during the exit inspection of the dock box, finger, etc. and less any deposit for items not returned, such as parking permits and keys.

Permittee's Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_ ☐ Address Change

Reason for Cancellation:

\_\_\_\_\_